

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
Monday, November 10th, 2025

CALL TO ORDER

FCPL Board Vice President Rachel Arndt called today's Board Meeting to order at 5:00 p.m. Present at the meeting were Trustees Rachel Arndt, Lisa Thomas, Emily Schouten, Raenae Overmyer, Betty Martens, and Phyl Olinger. Absent: Paul Zartman. FCPL staff members present were Director Andrea Roe, Business Manager Jo McCollough, Administrative Assistant Michelle Conley, and Fulton Branch Manager Margaret Pendley, Aubbee Branch Manager Amanda Gilbert. Library Attorney MacKenzie Breitenstein, Architect Matt Mayol, and Andrew Huntzinger from Security 101 were also present.

APPROVAL OF MINUTES

The November Budget Adoption Minutes were read and approved after a motion by Olinger, seconded by Schouten. Motion carried.

The November Board Minutes were read and approved after a motion by Thomas, seconded by Olinger. Motion carried.

APPROVAL OF FINANCES

The finances were presented to the Board for review. Schouten moved to approve the financials. Thomas seconded. Motion carried.

CONFLICT OF INTEREST

No conflicts of interest were declared.

OLD BUSINESS

Project Update

Data & Wi-fi

April Gross (Systems Admin), Andrea Roe, and Matt Mayol have been working on the data drop project and getting updated quotes.

Access Control

Mayol presented quotes for access control from Cottage Watchman and Security 101. Cottage Watchman's quote for 5 exterior entrance doors (one at Fulton, one at Aubbee, two at Rochester plus staff entrance) was \$31,852.50 (\$24,232.50 + \$7,620 5-year licensing). Security 101's quote for 5 exterior entrance doors was \$26,050 (\$20,900 + \$4,700 5-year full service + \$450 REX door position contacts). Martens moved to accept the quote from Security 101 in the amount of \$26,050.00. Olinger seconded. Motion carried.

Memorial for Carol

Topic was tabled.

NEW BUSINESS

Health Insurance 2026

Olinger moved to keep the current Anthem health insurance plan for 2026. Thomas seconded. Motion carried.

ESET Antivirus Renewal

Schouten moved to approve the November 7th quote to Trust Tech in the amount of \$3,322.00. Thomas seconded. Motion carried.

Year -End Salary Adjustment

Schouten moved to approve a 3% year-end salary adjustment for all staff. Olinger seconded. Motion carried.

Payroll date change due to Thanksgiving holiday

Olinger moved to change the payroll date during the week of Thanksgiving to Wednesday, November 26th. Thomas seconded. Motion carried.

Disposal List

A disposal list was presented to the Board. Thomas moved to approve. Schouten seconded. Motion carried.

DIRECTOR’S REPORT

Roe highlighted several items in her November report.

OTHER BUSINESS

ADJOURNMENT

Olinger moved to adjourn the meeting at 5:45 p.m. Thomas seconded. Motion carried.

Respectfully Submitted, Michelle Conley, Administrative Assistant

Phyl Olinger

Paul Zartman

Betty Martens

Raenae Overmyer

Lisa Thomas

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

Monday, December 8th, 2025 at **5:00 p.m.** via Zoom or in meeting room B.